

CONTRACTOR PERFORMANCE EVALUATION QUESTIONNAIRE
WHEN FILLED IN THIS DOCUMENT IS SOURCE SELECTION SENSITIVE INFORMATION IAW FAR 3.104

OVERVIEW

The Offeror shown below is submitting a proposal on a Los Angeles AFB, CA construction/service project and provided your name as a customer reference. Part of our evaluation process requires information on the Offeror's past performance. Your participation is important to us and responses are required by 13 May 2009 by 3:00 p.m. for inclusion in our evaluation. Your assistance is greatly appreciated.

SECTION 1: Contract Identification

To be completed by the Offeror and provided to the customer referenced

Name of Offeror being evaluated: _____

Project Number/Title: _____

Project Location: _____

Project Description: _____

Project Award Amount (K): _____ Project Final Dollar Amount (K): _____

Year Completed: _____ Project Manager: _____

SECTION 2: Respondent Identification

Name of Evaluator: _____

Relation to Contract/Project: _____

Company Name: _____

Phone Number (Commercial/DSN): _____

Email Address: _____

SECTION 3: Rating of Offeror

To be completed by the customer:

Please indicate your satisfaction with the contractor's performance by placing an "X" in the appropriate block using the scale provided to the right of each question. This scale is defined as follows:

Code Performance Level

- 5 EXCEPTIONAL - The contractor's performance meets contractual requirements and exceeds many (requirements) to the Government's or customer's benefit. The contractual performance was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective.

- 4 VERY GOOD- The contractor's performance meets or exceeds contractual requirements to the Government's or customer's benefit. The contractual performance was accomplished with some minor problems for which corrective actions taken by the contractor were effective.
- 3 SATISFACTORY – The contractor's performance meets contractual requirements. The contractual performance contained some minor problems for which corrective actions taken by the contractor appears, or were, satisfactory.
- 2 MARGINAL – Performance does not meet some contractual requirements. The contractual performance reflects a serious problem for which the contractor has not yet identified corrective actions or the contractor's proposed actions appear only marginally effective or were not fully implemented.
- 1 UNSATISFACTORY – Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance contains serious problem(s) for which the contractor's corrective actions appear or were ineffective.
- N NOT APPLICABLE - Unable to provide a score.

5	4	3	2	1	N
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Management

Professional conduct						
Cooperation/responsiveness –timely, solicits feedback, suggests alternatives						
Offeror is easy to work with, friendly, courteous						
Oversight of project management/superintendents						
Quickly/professionally resolves issues/disputes						
Review/resolution of subcontractors issues						
Clear line of supervision on construction site, effective						
Followed and maintained project budget						
Implementation of Subcontracting Plan (applicable to large businesses)						

5	4	3	2	1	N
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Design

Design submittals provided on time/schedule						
Adequacy of submittals - re-submittals not excessive, clear/concise data						
Timeliness of response to design comments						
Inclusion of proper, industry accepted, documents						
Plans comply w/applicable codes and are properly designed/stamped/approved						
Quickly identifies design issues for resolution						
Competency of design staff						

5	4	3	2	1	N
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Construction

Compliance with laws and regulations						
Coordination/control of subcontractors – ensures adherence to work schedule						
Resource Management – maintains good construction pace/work environment						
Site Management (i.e. materials properly staged/stored, job site cleanliness)						
Adequacy & adherence of initial progress schedule/submission of revisions						
Resolution of Delays						
Timely completion of punch-list items						
Adequacy and implementation of Safety Plan						
Use of specified/equal materials						
Identification/correction of deficient work in a timely manner						
Quality of workmanship						
Adequacy of QC Testing – provides all tests as required						

5	4	3	2	1	N
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Closeout/Warranty

Submission of required documentation						
Timeliness of submissions						
Adequacy of As-Built - maintains accurate red line drawings on site per specs						
Format of closeout documentation						
Warranty response						
Correction of noted deficiencies						

SECTION 4: Narrative Summary

Please indicate in writing any additional comments you have of the Offeror and suggestions you may have concerning the following categories:

Strengths of performance: _____

Weaknesses of performance: _____

Additional Thoughts: _____

SECTION 5: Submission

Thank you for taking the time to fill out this questionnaire. As stated above, when filled in this document is source selection sensitive information IAW FAR 3.104. When completed please mail, hand-deliver, email or fax directly to:

61 CONS/LGCA
ATTN: Ms. Carol Glover
483 North Aviation Blvd
El Segundo, CA 90245

FAX: (310) 653-5376
EMAIL: katherine.glover@losangeles.af.mil
DUTY PHONE: (310) 653-5273

Respondent Signature: _____ Date: _____